



Business Development Manager

Background

The California Institute for Regenerative Medicine (CIRM) is the state's Stem Cell Agency. We were created by the voters of California when they approved Proposition 71 in 2004, and renewed when Proposition 14 was approved in 2020, providing \$5.5 billion to invest in stem cell research in California. CIRM's mission is to accelerate world class science to deliver transformative regenerative medicine treatments in an equitable manner to a diverse California and world.

To meet this challenge, our team of highly trained and experienced professionals actively partners with both academia and industry in a hands-on, entrepreneurial environment to fast-track the development of today's most promising stem cell and regenerative medicine technologies.

CIRM is the world's largest institution dedicated to helping people by bringing the promise of regenerative medicine closer to reality.

General Statement

The Business Development team collaborates with external stakeholders to advance CIRM's mission. The team manages the Industry Alliance Program, which facilitates industry partnerships with CIRM's portfolio projects to accelerate commercialization of CIRM-funded therapies. It also supports CIRM's alliances with industry partners, funding agencies and other stakeholders to meet the resource, partnering and strategic needs of CIRM's funding programs. Under the new strategic plan, the team will drive development and coordination of the California Manufacturing Network for cell and gene therapies.

The primary functions of this role will be to support CIRM's manufacturing infrastructure initiatives and manufacturing workforce development initiatives, and to assist in the Business Development Team's overall functions.

Job Functions

- Identifying, evaluating, and maintaining partnerships with industry stakeholders to support the research, development, manufacturing and commercialization goals of CIRM's portfolio of stem cell-based and gene therapy technologies for unmet medical needs.
- Managing and coordinating academic and industry partners in CIRM's California Manufacturing Network to support the needs of CIRM's portfolio of regenerative medicine therapy development programs.



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- Working with CIRM colleagues to develop, administer and improve workforce development programs that support a pipeline of technicians and leaders in stem cell science, gene therapy, regenerative medicine and related technologies that reflect the diversity of California.
- Assisting in the development of infrastructure funding opportunities associated with CIRM's California Manufacturing Network.
- Managing a portfolio of manufacturing infrastructure project awards associated with CIRM's California Manufacturing Network.
- Representing CIRM and the Business Development team at appropriate scientific, medical, governmental agency, and industry meetings and events.
- Engaging with all stakeholders (scientific thought leaders, subject matter experts, industry leaders, patient advocacy groups) to build support for and advance CIRM-funded projects.
- Being up to date on trends and key developments in the research, development and commercialization of stem cell therapies, gene therapies and regenerative medicine therapies.
- Developing and maintaining comprehensive intelligence databases and customer relationship management databases to support Business Development team functions.
- Assisting the BD team in coordinating and expanding the CIRM Industry Alliance Program.
- Demonstrating in your words and actions commitment to CIRM's mission.
- Collaborating with others to generate efficiencies, enhance productivity, and develop competencies.
- Committing to team decisions by supporting and working to achieve team objectives.

Supervision Received

The Business Development Manager reports to the Director of Business Development.

Qualifications and Skills

The Business Development Manager will have scientific expertise and industry experience in biologics drug development, preferably in stem cells, cell therapies and/or gene therapies. The Business Development Manager will have an innate sense of urgency and determination to deliver outstanding results and to find innovative ways of meaningfully advancing CIRM's mission.

- An "all in" commitment to accomplishing the mission of CIRM.
- Bachelor's degree in life sciences or engineering including cell biology, microbiology, biochemistry, biomedical engineering, or a related field. Advanced degree preferred (MS, MEng, PhD, PharmD, MBA).



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- A minimum of 3 years of relevant experience in research & development of biologics, cell therapies or gene therapies. Industry experience in CMC program management, alliance management or business development preferred.
- Knowledge of drug development and/or manufacturing processes for stem cell, cell, gene or regenerative medicine therapies.
- Ability to effectively manage, organize and prioritize multiple projects and meet deadlines in a fast-paced and demanding environment.
- Outstanding communication and interpersonal skills.
- Ability to make clear, concise, and impactful presentations.
- Ability to work collaboratively in a team-oriented environment.

Working Conditions

- Ability to operate standard office equipment.

During the COVID pandemic, remote work is acceptable, however eventual willingness to work collocated with the team is a must.

Attendance

Must maintain regular and acceptable attendance at such level as is determined at the Department's sole discretion. Must be regularly available and willing to work the hours the Department determines are necessary or desirable to meet its business needs.

Salary Range and Benefits

The annual salary range for the Business Development Manager position is \$150,000 - \$180,000. CIRM offers a competitive compensation and benefits package.

How to apply

Interested candidates please submit:

- Cover letter
- CV/Resume
- California State application at <http://jobs.ca.gov/pdf/std678.pdf>

****A California State application is required as CIRM is a state agency. You will not be considered without this.**

To: jobs@cirm.ca.gov. (Electronic applications preferred)

CIRM is an Equal Opportunity Employer and committed to a diverse workforce.

Dates printed on Mobile Bar Codes, such as the Quick Response (QR) Codes available at the USPS, are not considered Postmark dates for the purpose of determining timely filing of an application.



Final Filing Date: 10 days out or until filled

Address for Mailing Application Packages

You may submit your application and any applicable or required documents to:
Human Resources
Attn: CIRM, Jobs
1999 Harrison Street, Suite 1650
Oakland, CA 94612

Required Application Package Documents

The following items are required to be submitted with your application. Applicants who do not submit the required items timely may not be considered for this job:

- Current version of the State Examination/Employment Application (STD. 678) form. All Experience and Education relating to the qualifications listed for this position should be included to demonstrate how you meet the essential functions of the job.
- Resume/CV

Application Information

All applicable fields on the State Examination/Employment Application (STD. 678) form must be filled out completely. Resume must be included. Clearly indicate on the STD. 678 form in the field titled "Examination(s) or Job Titles for Which You Are Applying" the position title as indicated on this job announcement. Employment history on your application must be complete with dates, description of duties and responsibilities for each position held, contact names and phone numbers of supervisors. Applicants who do not submit all the required documentation (incomplete application package) may be eliminated from the selection process.

NOTE: For security purposes, your full social security number is not required on the application.

For any inquiries about the position sent to jobs@cirm.ca.gov, the e-mail should have the position title on the subject line.

Contact Information

The Human Resources Manager is available to answer questions regarding the application process and the position.

Human Resources Contact:

Vanessa Singh

Email - jobs@cirm.ca.gov



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Applicants requiring reasonable accommodations for the hiring interview process must request the necessary accommodations if scheduled for a hiring interview. The request should be made at the time of contact to schedule the interview. Questions regarding reasonable accommodations may be directed to the Equal Employment Officer listed below:

- Vanessa Singh
- Email: jobs@cirm.ca.gov
- California Relay Service: 1-800-735-2929 (TTY), 1-800-735-2922 (Voice) TTY is a Telecommunications Device for the Deaf and is reachable only from phones equipped with a TTY Device.

Equal Opportunity Employer

The State of California is an equal opportunity employer to all, regardless of age, ancestry, color, disability (mental and physical), exercising the right to family care and medical leave, gender, gender expression, gender identity, genetic information, marital status, medical condition, military or veteran status, national origin, political affiliation, race, religious creed, sex (includes pregnancy, childbirth, breastfeeding and related medical conditions), and sexual orientation.

It is an objective of the State of California to achieve a drug-free workplace. Any applicant for state employment will be expected to behave in accordance with this objective because the use of illegal drugs is inconsistent with the law of the State, the rules governing Civil Service, and the special trust placed in public servants.

Benefits

Information on benefits afforded by membership in the California Public Employees' Retirement System can be found on the California Department of Human Resources (CalHR) Salary and Benefits website at www.calhr.ca.gov/employees/pages/salary-and-benefits.aspx.

Information regarding Merit System Principles provided to public employees by the State Civil Service Act can be found on the CalHR website at <https://www.calhr.ca.gov/Training/Pages/performance-management-merit-system-principles.aspx>.

Additional benefit information can be found on the CalHR California State Civil Service Employee Benefits Summary website at <https://www.calhr.ca.gov/Pages/California-State-Civil-Service-Employee-Benefits-Summary.aspx>. This webpage is intended to provide general information.

*All hires at CIRM are Exempt from civil service and considered Excluded for the purposes of collective bargaining.